

ER-4-9157

~~S-E-C-R-E-T~~  
Security Information

MEMORANDUM FOR: Chairman, Personnel Career Service Board  
Chairman, Comptroller Career Service Board  
Chairman, Logistics Career Service Board  
Chairman, General Services Career Service Board  
Chairman, Medical Career Service Board  
Chairman, Security Career Service Board

SUBJECT: Career Service Information for Overseas Employees

1. Information concerning the Agency's Career Service Program has not been disseminated widely among overseas personnel. As a result, overseas career employees in many instances are not aware of the activities which are now taking place in connection with the program, and are not familiar with the functions of Career Service Boards. It is probable that many of these employees do not know the career designation which they have been assigned, and do not know that their utilization and development is being planned by a given Career Service Board.

2. In recognition of the above facts, the DD/A Career Service Board is sending a memorandum (copy attached) to each overseas employee who has the career designation CD-A. This memorandum does not attempt to provide full information concerning the program, but indicates to the employee that his Career Service Board is making plans for his career development, particularly with reference to his next assignment.

3. It is desired that you develop, for my approval, a similar procedure with respect to those employees under the jurisdiction of your Career Service Board who are now overseas.

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L. K. WHITE  
Acting Deputy Director  
(Administration)

Attachment

DST:  
Distribution:  
✓ DD/A chrono  
DD/A sub: Career Service ~~S-E-C-R-E-T~~

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